Enhancing DSS' Digital Presence through Graphic Design



Project Title	Enhancing DSS' Digital Presence through Graphic Design
E I UNEUI	The Office of Public Affairs for the Diplomatic Security Service (DSS) seeks a graphic and visual content designer to support DSS' growing presence and interaction on social media.
Country	United States

Project Description

The eIntern will commit up to 10 hours a week to help create graphics and interactive media that will be used on DSS' social media platforms (Facebook, Instagram, Twitter, etc.) and website. Responsibilities include:

- Creating unique graphics and infographics to announce DSS' investigations, events, and activities;
- Helping design and develop DSS fact sheets, reports, and other materials used online and in hard copy;
- Supporting outreach and engagement campaigns on social media;
- Creating interactive online materials and experiences, as needed; and,
- Other duties as assigned.

Required Skills or Interests

Skill(s)
Design thinking
Educational design
Graphic design
Infographic design
Social media management

Additional Information

Addendum to Skills section: This job will require access to Adobe Creative Cloud, specifically the InDesign, Photoshop, and Dreamweaver applications. An understanding of UX/UI design, WordPress, and HTML is helpful, but not required. Must be detailed oriented with a high-proficiency in English.

Additional Requirements: The eIntern is required to create a free Box.com account for file sharing purposes.

About Us: The Diplomatic Security Service is the law enforcement and security arm of the U.S. Department of State. We provide a safe environment for the conduct of American diplomacy and ensure the integrity of U.S. travel documents. We have the largest global reach of any U.S. federal law enforcement agency, with offices in 29 U.S. cities and in more than 270 locations around the world.

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Language Requirements

None